



香港教育大學

The Education University of Hong Kong

With effect from the 2004/05 school year, Aspiring Principals (APs) have to attain the "Certification for Principalship" (CFP) before they could be considered for appointment to principalship. To attain the CFP, APs must fulfill the following criteria within a two-year CFP process:

1. Successful completion of a *Needs Analysis (NA)*;
2. Successful completion of "*Preparation for Principalship*" (PFP) Course; and
3. Successful completion of the professional development portfolio.

With the authorisation from EDB, the Asia Pacific Centre for Leadership and Change (APCLC) at The Education University of Hong Kong (EdUHK) offers this Aspiring Principals Programme to satisfy components (1) and (2) of the above CFP requirements.

We have the pleasure in announcing that applications are now being taken for participation in the NA exercise and the PFP course. Engagement in the NA and PFP will be valuable for leaders at all levels of the school, and particularly those aspiring to the principalship.



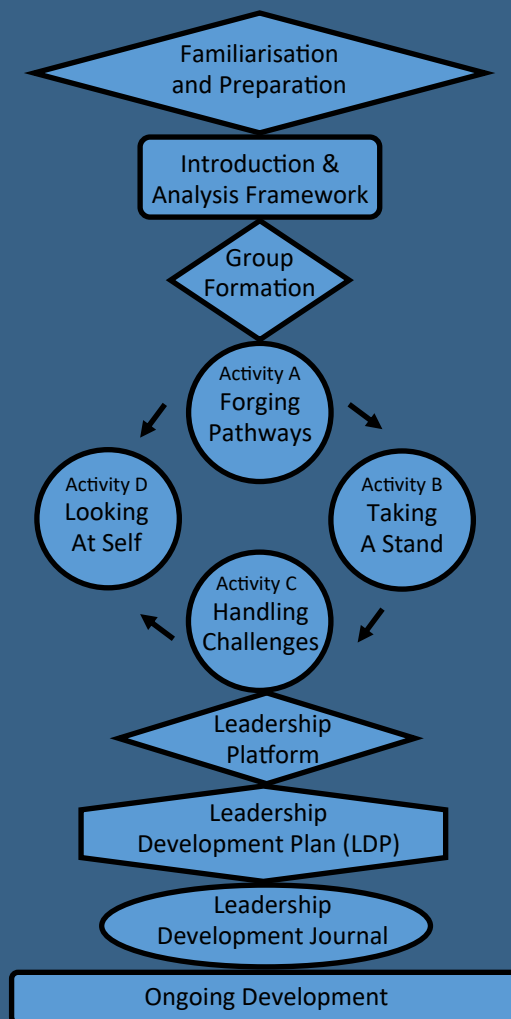
Needs Analysis & Preparation for Principalship 2023-2024

The Education University of Hong Kong

AP Needs Analysis

Needs Analysis Process

The Needs Analysis Process involves a number of stages: (i) Pre-Analysis, (ii) The Analysis Day and (iii) Ongoing Development.



Date of Needs Analysis:
December 16, 2023 (Sat.)
& **May 18, 2024 (Sat.)**

Time of Need Analysis
0830 to 18:00

Venue of Needs Analysis
PLK Laws Foundation College
(10-min walk from Po Lam MTR)

Medium of Instruction
Cantonese supplemented with English (Reading & Writing: English/ Chinese)

Fees:
HK\$3,800 (Application fee: HK\$50)

Enquiry
T. 2948 8311
EMAIL: pfp@eduhk.hk

Application
Application form can be downloaded from:
<https://www.eduhk.hk/napfp>

Application Deadlines
Phase 1: **13 September 2023**
Phase 2: **27 September 2023**
Phase 3: **11 October 2023**



The Programme

In addition to the Course Orientation (1 hour), the Course consists of four components:

A. 6 Learning Modules (75 Hours)

1. Strategic Direction and Policy Environment
2. Learning, Teaching and Curriculum
3. Teacher Professional Growth and Development
4. Staff and Resources Management
5. Quality Assurance and Accountability
6. External Communication and Connection to the Outside World.

B. 2 sessions of Action Research (6 Hours)

- 2 3-hour sessions of Action Research will be devoted to guiding the development of the action learning report, and drawing connections across NA, PFP and portfolio requirements.
- Tutors will guide participants through the completion of an Action Research Project.

C. Concluding Session –

Bridging NA and PFP with Portfolio (1 hour)

D. Optional Seminars or Lectures or Forums and Access of Online Learning Materials

Programme Duration: Jan 6 to May 16, 2024

Lecture Time:

Saturdays: 0900 to 1600

(The first and last lecture days will end at 17:00)

OR

Wednesdays & Thursdays: 18:30 to 21:30

(The first and last lecture days will start at 17:30)

Venue of PFP Course (Saturday Class)
Yew Chung Int'l School (Secondary)
(2-min walk from Kowloon Tong MTR)

Venue of PFP Course (Weekday Class)
PLK Laws Foundation College
(10-min walk from Po Lam MTR)

Medium of Instruction
*Cantonese supplemented
with English (Reading &
Writing: English/ Chinese)*

Fees:

HK\$24,000

Re-take: HK\$9,500

(Application fee: HK\$50)

Enquiry

T. 2948 8311

EMAIL: pfp@eduhk.hk

Application

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Eligibility of Needs Analysis and Preparation for Principalsip Course

All serving teachers and educational practitioners with five or more years of teaching experience as well as a recognized teacher training qualification are eligible to apply for admission to any one or both of the two parts of the Programme.

In case of over subscription, priorities for admission will be accorded to vice-principals and teachers more senior in rank and experience, and in descending order as follows:

1. Serving vice-principals / deputy heads in government and aided schools or equivalent;
2. Programme participants who have successfully completed / enrolled in the other component i.e. NA or PFP course;
3. Serving middle leaders including Senior Graduate Master/Mistress, Education Officer, Primary School Master/Mistress or Assistant Master/Mistress; and
4. Other applicants.

**Core AP Programme Team
of The Education University of Hong Kong**

Programme Advisors:

Prof Allan Walker

Consultant Principal Chan Wing Kwong, Daniel

Principal Emeritus Lam Wai Ling, Leona

Programme Directors

Prof Allan Walker Dr Lu Jiafang Dr Qian Haiyan